Thomas R. Keller
ADMINISTRATIVE DIRECTOR

Walter M. Ozawa
DEPUTY ADMINISTRATIVE DIRECTOR

October 6, 2009

MEMORANDUM

TO WHOM IT MAY CONCERN

FROM: JANELL KIM, FINANCIAL SERVICES ADMINISTRATOR

SUBJECT: **ADDENDUM NO. 1, REQUEST FOR PROPOSALS NO. J10080,
PROVIDE GENERAL LEDGER SOFTWARE AND SERVICES TO
THE JUDICIARY, STATE OF HAWAII**

Transmitted herewith is one copy of ADDENDUM NO. 1, including some
questions and answers, for your review. We also made a change in the Judiciary
Contract Lead from Deena White to David K. Maeshiro, Chief Information Officer in the
Information Technology & Communications Division at (808) 538-5301, or email
david.k.maeshiro@courts.state.hi.us.

Should you have any questions regarding this addendum, please contact
Jonathan Wong in the Contracts & Purchasing Office at (808) 538-5805, FAX (808)
538-5802, or email jonathan.h.wong@courts.state.hi.us.

Janell Kim
Financial Services Administrator

JK/JW:jw

Transmittal - Addendum No. 1

PROVIDE GENERAL LEDGER SOFTWARE AND SERVICES TO
THE JUDICIARY, STATE OF HAWAII

ADDENDUM NO. 1

October 6, 2009

A.   Modifications to SECTION THREE - SPECIAL PROVISIONS

The following section shall be amended as follows:

"3.2   JUDICIARY CONTRACT LEAD

For the purposes of this Contract, David Maeshiro, Chief Information
Officer, telephone (808) 538-5301, email
david.k.maeshiro@courts.state.hi.us , is designated Judiciary Contract
Lead (JCL)."

B.   Modifications to SECTION SIX - APPENDIX

Clarification is provided for the following:

"Appendix B-E is an Excel attachment with 4 tabs that must be completed.

Tab 1: Appendix B System Security Requirements Matrix
Tab 2: Appendix C Accounting Requirements Matrix
Tab 3: Appendix D Troubleshooting & Maintenance Requirements Matrix
Tab 4: Appendix E Training Requirements Matrix

Please **enter an X** in the column (Fully Meet, Partially Meet or Does Not Meet)
that best describes your software's ability to meet the requirement. For any
requirements that you mark as Fully Meet or Partially Meet, please complete the
column entitled: Describe how software either fully meets or partially meets
requirement."

C.   The following questions were submitted and are being answered in
      accordance with this RFP:

1.   **QUESTION:** Has JIMS been created for the sole use of The Judiciary,
      State of Hawaii? If so, was it created in-house?

ANSWER: JIMS' case management is a product called Contexte which was created by ACS. Their base product is utilized by numerous courts however customizations were done to meet the specific needs of the Judiciary, State of Hawaii.

2. **QUESTION:** I have reviewed the Accounting Structure and want to verify with you the number of segments you foresee being utilized and the number of digits. In the First Circuit it appears they will be utilizing more segments than the other Circuits. If you could provide the GL structure that is currently being utilized (ex. XXX-XXXX-XX-XXXXX) vs. what would be utilized in the new GL system it would be helpful.

    ANSWER: The current general ledger structure in Dynalogic is made up of 10 different fields that are a maximum of 6 characters.

    The current general ledger structure in JIMS is made up of seven different fields that are a maximum of 6 characters.

    Vendors should NOT assume that the same number of fields and characters that are utilized currently will be the same that will be utilized in the new system.

    The final general ledger account structure will be determined once a vendor has been selected.

    Vendors are requested to provide information as to any constraints their system has in regards to establishing and maintaining a general ledger structure.

3. **QUESTION:** Could you tell me approximately how many GL accounts would be stored in the system? I reviewed that you would like 2 years of history amounting to approximately 100,000 records. But, how many specific GL accounts will you have in your Chart of Account? I am trying to get a feel for how large your COA is.

    ANSWER: The Dynalogic General Ledger System contains over 60 general ledger accounts for each accounting entity with a total of 22 accounting entities. JIMS currently utilizes over 60 general ledger accounts with a total of 4 accounting entities.

    Vendors should NOT assume that this will be the same number of general ledger accounts that will be required in the new system. The final decisions around the number of general ledger accounts will be determined once a vendor has been identified.

Vendors are requested to provide information as to any constraints their system has in regards to the number of general ledger accounts that can be created.

4. **QUESTION:** Could you provide the Operating Budget of The Judiciary, State of Hawaii?

>   **ANSWER:** The 2008 Annual Report can be found at: www.courts.state.hi.us . The report can be found directly via this link: http://www.state.hi.us/jud/pdf/JudAnnRpt08.pdf.
>   Budget information is contained on the pages numbered 33-35.

5. **QUESTION:** Is there a budget in place for this project? If there is, may I ask what it is? I certainly understand if you are not comfortable answering this question.

>   **ANSWER:** Funds have been allocated for this RFP. We are not able to provide vendors with the exact amount that has been allocated however; the Judiciary is very price conscience so vendors are encouraged to submit their best proposals.

6. **QUESTION:** In regards to the integration to JIMS, are you looking for real-time integration (via WebServices) or batch integration (updated nightly)? The Dynalogic G/L integration appears to be batch processed on a month basis. Is this correct?

>   **ANSWER:** The interface from JIMS should be batched processed nightly with the ability to also process on-demand. The Dynalogic would be monthly.
>
>   Both interface files would be incremental changes only (vs. full file replacement) and should be in the form of a balanced journal entry.

END OF ADDENDUM NO. 1